

**PRELIMINARY DRAFT****Public Involvement and Communication Committee**

Date: Monday, November 5, 2001

Time: 1:00 pm – 5:00 pm

Location: Room 142, Federal Building, Richland

Call-in Line: Via the Hanford Operator (509-376-7411 or 800-664-0771 – press “0” at the prompt and ask to be connected to the Hanford Advisory Public Involvement Committee call)

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**1:00 pm Welcome and Introductions – Amber Waldref, Committee Chair**

- ✓ EPA Announcement re: 100 and 300 area cleanup negotiations

**1:15 pm Evaluation of Hanford Public Involvement**

*Purpose: To discuss and reach committee consensus on the draft white paper prepared by Bill Kinsella on public involvement principles.*

*To provide comments to the TPA Agencies on public involvement activities, including what has worked well and what can be improved.*

***White Paper (60 min.)***

- Presentation of white paper on public involvement evaluation (10 min.) – Bill Kinsella
- Regulator perspectives/check-in (10 min.): EPA, Ecology
- Committee Discussion (40 min.)

***Public Involvement Feedback (60 min.)***

- Issue manager introduction and overview (5 min.) – Bill Kinsella, Amber Waldref, Betty Tabbutt
- Regulator perspectives/check-in (5 min.): DOE-RL, DOE-ORP, EPA, Ecology
- Committee discussion (50 min.)

**3:15 pm BREAK****3:30 pm Public Meeting Feedback**

*Purpose: To get committee comments on a proposed method of getting HAB feedback on public meetings.*

- Introduction and description of idea – Gail McClure, DOEI-RL
- Additional committee discussion/workplanning
- TPA Agency perspectives/check-in: EPA, Ecology

**3:40 pm HAB Public Involvement**

*Purpose: To discuss and reach committee consensus on whether to add HAB public involvement to the committee’s work planning table.*

- Committee discussion (10 min.)
- TPA Agency perspectives/check-in: DOE-RL, DOE-ORP, EPA, Ecology (10 min.)
- Additional committee discussion/workplanning (10 min.)

**4:00 pm      Site Tours – Issue Manager Update**

*Purpose:      To receive an update on site tours issues*

- Issue Manager Introduction and Overview (5 min.) – Betty Tabbutt
- TPA Agency perspectives/check-in (5 min.): DOE-RL, DOE-ORP, EPA, Ecology
- Committee discussion (5 min.)

**4:15 pm      Public Involvement in Budget Process – Issue Manager Update**

*Purpose:      To receive an update on the public involvement issues related to the upcoming fiscal year budget process*

- Issue Manager Introduction and Overview (5 min.) – Gerry Pollet
- TPA Agency perspectives/check-in (5 min.): DOE-RL, DOE-ORP, EPA, Ecology
- Committee discussion (5 min.)

**4:30 pm      Work Planning and Wrap-up**

- Work planning and issue manager updates
- Identify upcoming needs for committee conference calls and/or meetings
- Identify committee representatives for November Executive Issues Management Group conference call

**5:00 pm      Adjourn**

**Meeting Handouts:** Public Involvement Committee work plan  
Public Involvement Evaluation White Paper  
Public Involvement Evaluation Matrices  
Site Tours Script

**Dates to Remember:**

- Executive Issues Management Group conference call to develop December HAB agenda and confirm December committee meetings: Thursday, November 15, 3:00 pm
- Packet deadline for December HAB Meeting: Monday, November 19
- Public Involvement Committee November committee conference call: TBD
- Reservation deadline for December HAB meeting hotel reservations: Friday, November 16